

MINUTES

For a regular meeting of the Pittsfield Town Council held on Wednesday, November 5, 2014 at 6:30 pm in the Council Chambers.

PRESENT: COUNCILORS: Gary Jordan, Jr., Caleb Curtis, Tim Nichols, Trudy Ferland, Robert Stackhouse and Heather Donahue. **ABSENT:** Michael Cianchette. Also present: Town Manager Kathryn Ruth and Deputy Treasurer Emmalee Reed. Audience members included: Bernard Williams and Steven Bush.

1. **Mayor Jordan, Jr.** opened the meeting by leading the **Pledge of Allegiance**. The Council observed a moment of silence.
2. Adoption of minutes of the regular meeting held on October 7, 2014.

Moved by **Deputy Mayor Nichols** and seconded by **Councilor Stackhouse** that the minutes of the regular meeting held on October 7, 2014 be adopted.

VOTE: UNANIMOUS AYE

3. **PRESENTATIONS, CONGRATULATIONS AND INTRODUCTIONS:**

Presentation by the Town Manager on Town Goals and Achievements: The Town Manager briefly reviewed the Departments' Achievements and Goals with the Town Councilors.

Community and Economic Development Activities and Events:

Community and Economic Development Activities and Events:
Saturday, May 2, 2015: 19th Annual SVCC Trade Show and Community Fair

Important Transitional Team Activities and Events:
Wednesday, October 22, 2014: Ken-Som Transition Team Resource Fair for UTC
Wednesday, November 5, 2014: Educational Resources Fair for the Region

Several private sector business activities remain under review and small projects continue to be underway. Several commercial properties have recently been sold, are under option or will be leased. The Family Dollar Store is in the process of being closed in. We have been advised that the new store will open between Thanksgiving and Christmas. Hancock Lumber continues to work on their development project to assist with production and has just submitted a map for review.

Planning continues for the announced factory closure of the local UTC facility by Global UTC Headquarters beginning in the 3rd quarter of 2014 through full closure in March 2015. Planning consists of two phases, which includes recovery for the employees and for the site/community. The first Kennebec-Somerset Transition Team Meeting took place on May 01, 2014. The Pittsfield Economic Expansion Corporation has met with UTC at the plant and reviewed the factory on a detailed tour on May 23, 2014. Several tours have taken place. UTC hired CBRE The Boulos Company which deals extensively with commercial real estate across the United States and beyond. Multiple tours of the property have taken place, however, the Town was not involved. Multiple opportunities will be available to UTC

employees to meet with resource providers during their lunch one-half hour in the lunchroom. A schedule of dates/subjects is in the process of being compiled. In addition to the two resource days, a third resource fair for financial guidance is under consideration for January – February 2015. Discussions are also underway regarding job fairs in addition to the regional Annual Job Fair for several counties/areas in May 2015.

To address remaining available locations, an additional promotion piece beyond our regular promotion of available properties had been provided to economic and community development resources and sites. This has affected one available property positively and resulted in some phone calls. Other locations have filled in or have commitments due to the strategic locations. We had planned to design spec sheets for the remaining available properties in Town - the Corner Cupboard, the Friends' property and the Quint's property off Central Street when time permits. One is a vacant building and two are undeveloped lots. These sheets are used to help promote properties to prospective businesses or developers. We have utilized spec sheets for other large projects in town such as the Plaza. I have been advised to just concentrate on the lots that have buildings so we will concentrate on the Corner Cupboard. The former Pizzeria building has undergone major renovations inside and hopefully will be completed shortly so that it can also be promoted. Five specialized promotional pieces have been issued with the last one in August 2014.

The new Plaza owner has been providing details on site vacancies to the Town and these have been advertised for the Plaza. Several referrals have been made to the Plaza. Some of the referrals have met with the Plaza owner to review possible leases.

North Lancey Street Business Building placed on the market by Lancey Associates and is offered by Better Homes and Gardens Real Estate The Masiello Group. Gary has compiled a spec sheet for this property and it is on the web site as well as having been distributed.

SAS Property placed on the market by MTC Holdings, LTD of San Antonio, Texas and is offered by the LandVest, a Luxury Property Real Estate Company in Camden – The website promoting the property is linked to the Town's website. The Town has recommended that the building be available for lease of needed space, however, the company would like to sell the entire building/s. The December appointment with the out of state developer/investor was cancelled due to the winter storm. The Town met with commercial interests about the property in January 2014. Several projects are underway to enhance the ability to develop this unique and interesting property. The pre-application required for the Historic Status of the SAS property (former Waverly Mill) to proceed forward to the National Register was completed in April and submitted. The Town has been advised that the Mill has received approval of its pre-application and has been placed on the State of Maine Historic Sites database. The Town now has a State of Maine Historic Commission letter stating the Mill's suitability for the National Register which can be presented to a developer who wishes to pursue the National Register application process or the Town can utilize the letter to hire an architectural historian or other expert to complete the process (upon receipt of appropriate funding source, i.e, grant or donation). The Town worked with the potential developer to line up interested agencies to tour the mill this summer. The first tour has taken place. Background research continues to take place to locate funding resources. Recently there have been multiple contacts regarding the future of this site.

Report on MDOT Somerset Avenue Mill & Fill Project:

The MDOT Mill and Fill project is now completed with the exception of several safety enhancements.

Report on Somerset Avenue Sidewalk Project:

The Preliminary Punch List was issued to the contractor along with a list of paperwork, which is required. The Town is working on the detectable basins for handicap accessibility, which are needed on the additional section of Somerset Avenue that was added to the project. The Town is working on several items regarding this project, which includes contacting MDOT about the depth of the drop offs due to the pavement height and the manhole covers.

Report on Meetings & Events:

HealthySV Steering Committee Meeting on Tuesday, 10/29/2014 at 9:00 am at the SVH Administrative Building

Ken-Som Transition Team Meeting on Thursday, 10/30/2014 at 10:00 am

FirstPark General Assembly Meeting on Thursday, 10/30/2014 at 5:00 pm at the T-Mobile Conference Room in Oakland

Upcoming Meetings & Events:

FirstPark Marketing Committee Meeting on Wednesday, 11/05/2014 at 2:00 pm at the FirstPark Office in Oakland

Sebasticook Valley Chamber of Commerce Strategic Planning Committee Meeting on Thursday, 11/06/2014 at 4:00 pm at the Chamber Office in Palmyra

Sebasticook Valley Chamber of Commerce Board of Directors Meeting on Thursday, 11/06/2014 at 5:00 pm at the Chamber Office in Palmyra

KVCOG Comprehensive Economic Development Strategy Meeting on Wednesday, 11/12/2014 at 11:30 am at the KVCOG Office in Fairfield

Recycling Committee Meeting on Wednesday, 11/12/2014 at 6:00 pm

Central Maine Egg Festival Committee Meeting on Thursday, 11/13/2014 at 6:30 pm

4. PUBLIC HEARINGS/OLD BUSINESS:

ORDINANCE 14-08: (Public Hearing) That the Town Council hereby ordains to transfer Map 023, Lot 056 to Clifford Harvey for the sum of \$3,950.00 as the result of a Tax Acquired Property bid. The Town acquired said property as a result of automatic foreclosure of a 2011 property tax lien, recorded in the Somerset County Registry of Deeds on June 01, 2012, at Book 4532, Page 291, which matured on December 02, 2013. The Town Council further authorizes the Town Manager to execute a municipal quitclaim deed releasing the Town's interest in said property to Clifford Harvey.

Deputy Mayor Jordan, Jr. opened the Public Hearing. No one wished to speak for or against Ordinance 14-08. The Public Hearing was closed.

Moved by **Councilor Stackhouse** and seconded by **Councilor Donahue** that Ordinance 14-08 be adopted.

The Town Manager noted Clifford Harvey, an abutter, is the one bidder for the project. Mr. Harvey has bid the minimum of \$3,950. The minimum bid covers the taxes, interest, and costs. Mr. Harvey proposes to clean up and retain the property for future development as soon as practical.

VOTE: UNANIMOUS AYE

ORDINANCE 14-09: (Public Hearing) That the Town Council hereby ordains to transfer Map 029, Lot 025 to Duane & Sandra Lingley for the sum of \$5,200.00 as the result of a Tax Acquired Property bid. The Town acquired said property as a result of automatic foreclosure of a 2011 property tax lien, recorded in the Somerset County Registry of Deeds on June 01, 2012, at Book 4532, Page 342, which matured on December 02, 2013. The Town Council further authorizes the Town Manager to execute a municipal quitclaim deed releasing the Town's interest in said property to Duane & Sandra Lingley.

Deputy Mayor Jordan, Jr. opened the Public Hearing. No one wished to speak for or against Ordinance 14-09. The Public Hearing was closed.

Moved by **Councilor Stackhouse** and seconded by **Councilor Curtis** that Ordinance 14-09 be adopted.

The Town Manager noted Sandra and Duane Lingley plan to close the structure so that it is weather tight. They will perform inside work such as walls and floors. The Lingleys will clean the yard so that the property looks lived in. They will live there with their children after the school year ends. The bidder will be doing new windows and doors. During the next few years, new siding will be installed. The Lingleys did not submit just a down payment, choosing to pay the entire amount of the bid at once in the amount of \$5,200.00 in a bank check.

VOTE: UNANIMOUS AYE

ORDINANCE 14-10: (Public Hearing) That the Town Council hereby ordains to transfer Map 025, Lot 068 to American Legion Post 32 for the sum of \$1.00 as the result of a Tax Acquired Property bid. The Town acquired said property as a result of automatic foreclosure of a 2011 property tax lien, recorded in the Somerset County Registry of Deeds on June 01, 2012, at Book 4532, Page 239, which matured on December 02, 2013. The Town Council further authorizes the Town Manager to execute a municipal quitclaim deed releasing the Town's interest in said property to American Legion Post 32.

Deputy Mayor Jordan, Jr. opened the Public Hearing. No one wished to speak for or against Ordinance 14-10. The Public Hearing was closed.

Moved by **Councilor Stackhouse** and seconded by **Councilor Ferland** that Ordinance 14-10 be adopted.

The Post plans to convert the building into the new home of the American Legion Post #32. Will make an attempt to start on the building as soon as possible, hoping to start this Fall and have ready the Summer of 2016. The Post will have the building in order for their home no later than October 2016.

VOTE: UNANIMOUS AYE

ORDINANCE 14-11: (Public Hearing) That the Town Council accept the name of Bush Clans Court for the drive which is located off Higgins Road and has two homes owned by Stephen Bush.

Deputy Mayor Jordan, Jr. opened the Public Hearing. No one wished to speak for or against Ordinance 14-11. The Public Hearing was closed.

Moved by **Deputy Mayor Nichols** and seconded by **Councilor Stackhouse** that Ordinance 14-11 be adopted.

Mr. Bush would like to have the name Bush Clans Court accepted by the Council as the name of his driveway, which currently services two homes. In the future he will be adding additional homes for his daughters. This road will be lengthened to service the homes when built, but will be a dead end. Mr. Bush has already purchased the street sign himself. This will be a private drive.

VOTE: UNANIMOUS AYE

ORDINANCE 14-12: (Public Hearing) That the Town Council accept the name of Blueberry Court for the drive which is located off Main Street and has two homes owned by Todd Southard.

Deputy Mayor Jordan, Jr. opened the Public Hearing. No one wished to speak for or against Ordinance 14-12. The Public Hearing was closed.

Moved by **Councilor Stackhouse** and seconded by **Councilor Ferland** that Ordinance 14-12 be adopted.

The Town Manager noted Mr. Southard converted a gambrel garage to house an apartment that he rents out. Because this driveway now services two residences it is necessary to name the driveway for E-911 purposes. The name chosen is a usual name found in communities across the State. This is a private drive.

VOTE: UNANIMOUS AYE

5. REPORTS: TOWN MANAGER, FINANCE, ORDINANCE & RECYCLING COMMITTEES:

Town Manager's Report: Town Council Meeting of 11/05/2014:

1. The FYI Folder: FYI Folder which contains items that come in between the Town Council Meetings has the following this evening: Several Code Enforcement Letters

2. Langlais Art Trail includes Pittsfield: The Town of Pittsfield is part of the Colby College Langlais Art Trail. Colby College is producing a state-of-the-art interactive map, which will serve as an extensive guide to Langlais works across the state of Maine. The launching of the Trail recognizes a state-wide art community that was created through the Kohler Foundation and celebrates the collaborative efforts to recognize this influential artist. The Town will receive a copy of *Bernard Langlais*, a copiously illustrated 250-page monograph on the artist, with essays by Hannah W. Blunt, Diana Tuite, Vincent Katz, and Leslie Umberger. This monograph is produced in conjunction with the Museum's retrospective exhibition this summer, opening July 19th. The scheduled launch date of the Langlais Art Trail was July.

3. Spirit of America Foundation Tribute: The Spirit of America Foundation has thanked the Town of Pittsfield for presenting the Spirit of America Foundation Tribute for outstanding community service during National Volunteer Month and advising about the recipient Dr. Thomas Pierce. The event hosted by Somerset County officials is on Thurs., Oct. 23 starting at 6:00 PM in the Superior Court Room of the Somerset County Building (41 Court St, Skowhegan).

For your info, these local winners will be honored at the ceremony: Beverly Breau (Palmyra), Don Chute (Detroit), Stacey Desrosiers (St. Albans), Family Fun Day (Bingham), Marita Farrar (Ripley), Maryanne Gawlinski & Joseph McCarthy (Starks), Michael Golden (Solon), Merrill Greene (Athens), Dorothy Harmon (Jackman), Hartland Historical Society, Brenda Hogate (Cornville), Garwood & Irma Howell (Harmony), Elwin Matthews (Norridgewock), Mercer Methodist Church, Thomas Pierce (Pittsfield), Sterling Reed (Moose River), Stephen Ruell (Canaan), Stephanie Thibodeau (Fairfield), Shirley Whittemore (Skowhegan).

The Town achieved the Maine Spirit of America's Gold Distinction for efforts helping volunteerism!

The Town Manager showed the plaque for the Municipal Building and the Nominee's plaque that would be sent to Dr. Pierce.

4. Persis Smith Community Read: The Pittsfield Public Library is holding its 2014 Persis Smith Community Read in November featuring three programs based on the book "We Were the Kennedys" by Monica Wood. Thursday, November 6 at 6:30 Monica Wood will read from and discuss her book, then speak about the research and writing of her memoir. Thursday, November 13 at 4:00 librarian, Holly Williams, will lead a book discussion. Tuesday, November 18 at 4:00 Helen Peppe, author of "Pigs Can't Swim", will do a presentation on memoir writing followed by a pot-luck supper. Copies of the book can be obtained from the public library. Readers are welcome to attend any or all programs of interest.

Finance Committee: None. **Ordinance Committee:** None. **Recycling Committee:** None.

6. **NEW BUSINESS:**

ORDINANCE 14-15: (To be set to Public Hearing on 11/18/2014) That the Town Council hereby ordains that Chapter 2B General Assistance Ordinance, Appendices B & C be rescinded and the new Appendices B & C be adopted to reflect the revised maximums for the period of October 1, 2014 – September 30, 2015. And to continue to use Appendices A, D-F

set forth and filed with the Department of Health and Human Services (DHHS) until any new appendices are approved.

Moved by **Deputy Mayor Nichols** and seconded by **Councilor Ferland** that Ordinance 14-15 be set to Public Hearing on 11/18/2014.

The Town Manager noted each year, MMA and the DHHS review the going rates for basic necessities in the State of Maine twice a year and propose revisions, if necessary. This is the second review of the year. The Town Council received a copy of the appendices, which we can review in depth at the public hearing.

VOTE: UNANIMOUS AYE

RESOLUTION 14-118: Resolved that the Town Council Authorize the Town Manager and Deputy Treasurer to expend and transfer up to \$6,181 from the Reserve accounts pursuant to the approved 2014 Budget for Reallocation Revenue funding as the original purposes of the reserve accounts has been met, such Reallocations designated as \$5,336.16 from G1-626-00 (PITT#25) Cemetery Development Reserve and \$846.18 from G-1-627-00 Revaluation Reserve (PITT#29).

Moved by **Councilor Stackhouse** and seconded by **Deputy Mayor Nichols** that Resolution 14-118 be adopted.

The Town Manager noted during the budget process last year we discussed the reallocation of funding for the Revenue budget to assist as much as possible in lowering the amount of property taxes to be raised for the 2014 budget. After a thorough review of all funds, several reallocations were discussed that included the use of funds from accounts for which the purpose was completed or less funding was actually needed. It is now time to transfer those funds. For those funds in Fund 1 (General Fund) and Fund 4 (Economic and Community Development Fund) further motions are not needed. Since two of the eight reallocations are from Reserve Accounts, the Town Council should approve the transfer of the funds from the two reserve accounts in accordance with State Law.

As of 09/30/2014, the two reserves had the following balances:

PITT#25	Cemetery Development Reserve (G1-626-00) (original reallocation was \$5,335)	\$5,336.16
PITT#29	Revaluation Reserve (G-1-627-00) (original reallocation was \$846.00)	\$ 846.18

VOTE: UNANIMOUS AYE

7. **DISCUSSION ITEMS: NONE**

8. **REPORTS:** Audience, Council

Audience: None.

Council:

Councilor Donahue: I want to commend Kathryn on the Budget Book. It has a lot of information in it.

Councilor Stackhouse: I would like to thank the plowing and sanding crew. That was quite a storm and they did a great job keeping on top of it.

Councilor Ferland: The new road and crosswalks are very nice.

Councilor Nichols: Congratulations to the new businesses in Town. I wish you luck and hope everything works out. I was at the food pantry last week. They had 40 people which is the most they have ever had. The good news is that food is available and donations keep coming in from different sources. I think they did an excellent job at the Election this year. Everything seemed to go very smoothly while I was downstairs voting. Thank you to everyone who worked on the Election.

Councilor Curtis: No Report.

Councilor Cianchette: Absent.

Councilor Jordan:

9. **EXECUTIVE SESSION:**

Title 1, Section 405, 6.C., Economic Development, Disposition of Property and Acquisition of Property

Motion by **Deputy Mayor Nichols** to enter into executive session to discuss Economic Development, Disposition of Property and Acquisition of Property under Title 1, Section 405, 6.C. at 7:06 p.m. The motion was seconded by **Councilor Stackhouse**.

VOTE: UNANIMOUS AYE

Motion by **Deputy Mayor Nichols** to exit the executive session having discussed Economic Development, Disposition of Property and Acquisition of Property at 8:00 p.m. The motion was seconded by **Councilor Donahue**.

VOTE: UNANIMOUS AYE

10. **ADJOURNMENT**

Motion by **Deputy Mayor Nichols** and seconded by **Councilor Donahue** that the meeting be adjourned at 8:01 p.m. All in agreement.

Nicole Nickolan, Town Clerk